

MAYFIELD PRIMARY SCHOOL GOVERNING BODY

Wednesday 11 November 2015 at 6.00pm in 6F

Minutes

Present: Jas Hill (Headteacher), Laurie Coppersmith (Chair), Alison Cox, Mary Cullen, Faruk Kara, Jo Sharpington, Bridget Somekh, Jim Thorpe, Mary Wheater, Taj Zareen.

Ann Abineri in attendance as Clerk.

The meeting was quorate.

1. Apologies:

Apologies were received and accepted from Judith Greenwood, David Hargreaves, Chris Richardson, Robert Thompson and Joanna Walker.

As the main content of this meeting was Safeguarding Training, it had been agreed that Governors who have attended this training as members of staff did not need to attend this meeting. This applies to Paula Ayliffe, Juliette Fraser, Sarah Stepney, Kate Stalker and Kate Vadhia.

2. Declaration of Pecuniary Interests

Governors were reminded of the need to declare pecuniary or other interests should they arise.

An annual declaration form had been circulated and this information will be collated by the Clerk to be filed in school and summarised on the school website. **Action: Clerk.**

3. Governor Issues

- The Chair welcomed Taj Zareen to the Governing Body following her appointment as Parent Governor.
- It was noted the Salaries Committee Terms of Reference is due for review but its content overlaps with the role of the Headteacher Performance Management Committee and Personnel Committee. Furthermore they did not cover the approval of the Headteacher's recommendations on individual staff salary awards. The Salaries Committee usually decides whether to accept, reject or amend them and pass their recommendations to the Finance Committee. It was agreed to refer this to the Governing Effectiveness Working party for consideration.

4. Safeguarding Training

Jas Hill led this.

This session covered:

- Duties and responsibilities
- Systems and Procedures
- Indicators of abuse and neglect
 - Occurrence was considered in the context of county and NSPCC (2013) statistics and the characteristics of Serious Case Reviews.
 - Physical, sexual, emotional, neglect were defined.
 - It was noted that children may also be affected by Domestic Violence / Abuse.
 - Awareness was raised of Female Genital Mutilation.
 - Awareness was raised of Child Sexual Exploitation.
 - Protection from radicalisation: A Governor questioned how the Prevent Strategy and Action Plan is implemented in school and JP explained that in the case of concerns the strategy and action plan would be followed and advice from the County Council would be sought.

- Managing disclosures
 - A Governor asked who the Designated Persons are and JP confirmed that it is herself, Sarah Stepney and Juliette Fraser. A Governor asked if further staff are trained for this role when staff who are Designated Persons leave and JP confirmed this.
 - It was confirmed that the Safeguarding Governor is Jo Walker who has attended training.
- Logging concerns
 - A Governor asked about the support given to children about whom concerns have been raised or logged and JP outlined the support offered.
 - A Governor asked about the reporting strategy of allegations against members of staff and JP confirmed that the first contact is the Head or other Designated Person. If the allegation is against the Head the first point of contact is the Child Protection Governor or Chair of Governors. JP explained that immediate expert advice is sought from the County Council.

A governor expressed concerns over the national Prevent strategy.

Documents circulated:

- Welcome to basic Child Protection training pack
- Basic Child Protection Information Booklet (Education Child Protection Service) July 2015.
- Keeping child safe in education July 2015
- Mayfield Primary School's Prevent Strategy Action Plan

Reference was also made to the following legislation and policies:

- Guidance for Safer Working Practice for adults who work with Children and Young People in education Settings (2009)
- Safeguarding and Child Protection Policy
- Child Protection Whistle Blowing Policy
- The Children Act 1989 (Services for Children in need section 17 and Protection section 47)
- Care Act 2014 (Safeguarding Young Adults aged 18 and over)
- Cambridgeshire Adults Safeguarding Policy Guidance and Procedures
- Counter Terrorism and Security Act 2015

TZ left the meeting at 8.10pm

5. Any Other Business

There is a vacancy for the English Link Governor who sits on the Performance & Assessment Committee. Action: It was agreed that the Clerk will contact TZ to ask if she would be interested in filling this vacancy. **Action: Clerk.**

A Governor asked JP to outline current staff deployment and recruitment in relation to covering the SENCO role. until it is filled permanently.

A Governor with a family member who may apply for the vacancy declared a potential pecuniary interest.

- News from the GB

We welcomed our new parent Governor.

JP led a training session on Safeguarding and Child Protection.

Meeting closed: 8.35 pm.